

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Inspector General

Inspector General



March 30, 2004

Ms. Yvonne D. Gilchrist
Director
Department of Human Services
2700 Martin Luther King Jr. Ave., S.E.
801 East Building
Washington, DC 20004

Dear Ms. Gilchrist:

Enclosed is our final *Report of Inspection of the Youth Services Administration (YSA), Part One: Oak Hill Youth Center*. Your agency's comments on the 45 findings and 96 recommendations by the inspection team are included, verbatim, in the body of the report following our findings and recommendations.

In accordance with Mayor's Order 2000-105, District agencies are responsible for taking action on all agreed-upon recommendations in this final Report. We are pleased to note your agreement with more than 90% of our recommendations. This clearly reflects your interest in taking the actions necessary to create a more efficient and better managed YSA.

The OIG has established a process to track agency compliance and to facilitate our follow-up inspection activities. Enclosed are *Compliance Forms* on which to record and report to this Office any actions you take concerning each outstanding recommendation. These forms will assist you in tracking the completion of actions taken by your staff. We track agency compliance with all agreed-upon recommendations made in our reports of inspection, and we request that you and your staff establish response dates on the forms, and advise us of those dates so we can enter them on our copies of the *Compliance Forms*.

In some instances, things beyond your control, such as budget decisions, inhibit setting specific deadlines for complying with certain recommendations. In those instances, we request that you assign *target dates* based on whatever knowledge and experience you have about a particular issue. Please ensure that all *Compliance Forms* are returned to the OIG by the response date, and that reports of "Agency Action Taken" reflect actual completion, in whole or in part, of a recommended action rather than "planned" action. We will work closely with your designated point of contact throughout the compliance process.

Letter to Yvonne D. Gilchrist
March 30, 2004
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We appreciate the cooperation shown by you and your employees during the inspection, and we hope to continue in a cooperative relationship during the upcoming follow-up period.

If you have questions or require assistance in the course of complying with our recommendations, please contact me or Alvin Wright, Jr., Assistant Inspector General for Inspections and Evaluations, at (202) 727-9249.

Sincerely,

A handwritten signature in black ink, reading "Austin A. Andersen". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Austin A. Andersen
Interim Inspector General

AAA/lp

Enclosure

cc: See Distribution

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